

Missouri Department of Elementary & Secondary Education
Compliance Monitoring for Part C of the IDEA
Description of Current Monitoring

PHASE I SPOES

In November/December, 2002, the five (5) System Points of Entry (SPOE) implemented in Phase I of Redesign (April 1, 2002) were monitored for compliance with State and Federal requirements implementing Part C of the IDEA. Monitoring procedures involved:

- Desk Review of data reports relative to each SPOE
- Random selection of individual child files to be reviewed onsite. The
 - Selection of files was based on criteria indicated in [*FY 03 File Selection Guidelines*](#).
- Onsite review at each SPOE
 - Individual child file review
 - Interviews

Onsite, individual child files were reviewed on relevant standards and indicators the [*Draft Part C Standards and Indicators Manual*](#) (see [*On-site File Selection Chart*](#)) and compliance calls were made. Data from each file was summarized and a determination made as to whether the SPOE was in or out of compliance on any given indicator. Interviews of SPOE staff were also conducted to determine their procedures and level of understanding relative to their responsibilities in relation to the Early Intervention process.

Subsequent to the reviews, final reports were issued, Technical Assistance provided. A follow-up desk review and onsite for one of the Phase I SPOEs has been conducted within a year of the initial review. The DSE has preliminary results of this review, but a final report has not been issued as yet. Desk audit follow-ups for the remaining Phase I SPOEs are planned for the month of December, 2003.

PHASE II SPOES

In November, 2003, eight months after implementation of the Phase II SPOEs (March 1, 2003) an initial monitoring was conducted in selected Phase II SPOEs. These SPOEs were selected based upon a set of identified risk factors (see [Risk Factor Chart](#)). A review of data reports and other anecdotal information on all of the Phase II SPOEs identified seven SPOEs that demonstrated risk on three (3) or more factors. Those seven SPOEs were selected for an on-site monitoring.

Prior to the onsite, a desk review was conducted for each of the SPOEs and using selected data system reports, individual child files were selected to review onsite (See [File Selection Guidelines](#) and [On-site File Selection Chart](#)). During the onsite review, individual child files were reviewed for relevant standards and indicators and compliance calls made. Data from each file was compiled and a determination made as to whether the SPOE was in or out of compliance on any given indicator. Interviews with SPOE staff were conducted to determine their procedures and level of understanding relative to their responsibilities for the Early Intervention process.

The DSE has preliminary results from the monitoring of these SPOEs, but final reports have not been issued as yet. When final reports have been issued, the DSE will work with each SPOE to develop a Corrective Action Plan, Technical Assistance will be provided and a follow-up review will be conducted within a year of the initial review.